

KEWEENAW BAY INDIAN COMMUNITY

2016 TRIBAL COUNCIL

WARREN C. SWARTZ, JR., President
JENNIFER MISEGAN, Vice President
SUSAN J. LAFERNIER, Secretary
TONI J. MINTON, Assistant Secretary
DOREEN G. BLAKER, Treasurer

Keweenaw Bay Tribal Center
16429 Beartown Road
Baraga, Michigan 49908
Phone (906) 353-6623
Fax (906) 353-7540

ROBERT "R.D." CURTIS, JR.
FRED DAKOTA
EDDY EDWARDS
RANDALL R. HAATAJA
MICHAEL F. LAFERNIER, SR.
GARY F. LOONSFOOT, SR.
DONALD SHALIFOE, SR.

ECOLOGIST

One (1) Full-time, Exempt position
(Dependent on Grant Funding)

ALL REQUIRED DOCUMENTATION MUST BE SUBMITTED BY THE CLOSING DATE OR THE APPLICANT WILL NOT BE CONSIDERED FOR EMPLOYMENT

- ☐ Completed Keweenaw Bay Indian Community application
- ☐ Qualification Sheet
- ☐ Current Resume'
- ☐ Cover Letter
- ☐ Minimum of three (3) professional Letters of Recommendation
- ☐ College Transcripts
- ☐ Must provide a satisfactory Child Abuse/Neglect Central Registry clearance from the Michigan Department of Human Services
- ☐ Copy of valid, unrestricted Driver's License
- ☐ If you are American Indian, you must attach a copy of tribal enrollment or proof of descendency
- ☐ If you are a Veteran, you must attach a copy of your DD214

**Keweenaw Bay Indian Community
Hannah Beesley, Personnel Director
16429 Beartown Road
Baraga, MI 49908
Phone: 906-353-6623, ext. 4140 & 4176
Fax: 906-353-8068
Email: personnel@kbic-nsn.gov**

Distribution Date: November 16, 2016

Closing Date: December 2, 2016 at 4:00pm

LAKE SUPERIOR BAND OF CHIPPEWA INDIANS
"Home of the Midnight Two-Step Championship"

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POSITION DESCRIPTION

POSITION: Ecologist
Full-time, Exempt Position
Dependent on grant funding (minimum of two years funded)

LOCATION: KBIC Fish Hatchery
Pequaming, Michigan 49946

SUPERVISORY CONTROL: Hatchery/Nursery Manager

SALARY: Grade 10 (minimum starting wage = \$18.37/hour)

SUMMARY: Responsibilities will include assessing habitat restoration project sites on the L'Anse Indian Reservation; wild rice as well as other native plant species. Ecologist will work with staff on developing new projects for habitat protection, enhancement, and invasive species control that are culturally and environmentally relevant to the Community.

QUALIFICATIONS:

- Master of Science Degree in Ecology, Botany, or closely related field.
OR
- Bachelor's degree in Ecology, Botany, or closely related field **AND** at least 5 years of related work experience.
- Work experience with wild rice and other native plant species is preferred.
- Experience in working with tribal communities and traditional ecological knowledge is preferred.
- Experience with conducting phenology studies is preferred.
- Must be capable of plant identification, habitat data collection methods and techniques, data interpretation, and scientific report writing.
- Must be in good physical condition, have legible handwriting, and good public speaking skills.
- Must have a valid Driver's License and be insurable to drive fleet vehicles.
- Good attention to detail and be highly motivated to learn new and challenging skills.
- Must be able to obtain a satisfactory clearance in accordance with the Indian Child Protection and Family Violence Prevention Act Background Investigations Policy.
- Employment is contingent upon the satisfactory result of a Security Background Check, pre-employment drug testing, and pre-employment physical.

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INDIAN PREFERENCE:

Preference will be given to qualified individuals of American Indian descent.

VETERAN PREFERENCE:

Preference will also be given to qualified Veterans who do not have bad conduct or dishonorable discharges (need DD214).

DUTIES AND RESPONSIBILITIES:

1. Plans, implements, and completes plant inventories and habitat baseline data collection at designated project sites. Data reporting and management plan development shall be coordinated with KBIC Natural Resource Department staff and other land managers.
2. Required to work with and evaluate habitat related data and technical reports and assist Department staff.
3. Works with minimal supervision to solve both technical and practical problems.
4. Responsible for training and supervising staff as directed, may include technicians, summer youth, or interns as assigned.
5. Effectively communicates with the U.S. Fish and Wildlife Service, Bureau of Indian Affairs, other federal government agencies, the local public, the Keweenaw Bay Indian Community, KBIC Government Departments, and other groups and persons on a regular basis.
6. Prepares reports, including but not limited to monthly reports, quarterly progress reports, and technical memoranda, and technical reports.
7. Maintains strict confidentiality regarding KBIC related information and data as required, shall develop and maintain good working relations with other KBIC Natural Resource Department and KBIC Government staff, and shall maintain a disciplined work ethic with minimal supervision.
8. Works with multiple computer programs including MS Word, MS Outlook, MS Excel, and Arc View GIS.
9. Reviews, interprets, and complies with Federal laws and policy as required.
10. Assists with contractor and consultant solicitations, management, and oversight as necessary.
11. Assists KBIC with other habitat related issues and projects, including, but not limited to, integrated resources management planning, review of existing natural resources related regulations and policy, and planning/implementation of various habitat protection, restoration, and enhancement projects.
12. Assists with proper management of grants and Tribal Council funds necessary to implement program activities, and shall assist Tribal Council and other KBIC government staff with development and writing of grant applications as directed.
13. May be required to develop and present workshops, public informational meetings, or conference presentations on specific plant species, habitat, and other related issues.
14. Develops grant proposals with KBIC staff to continue funding this position.
15. Other duties as assigned by supervisor.

This position announcement summary is intended to indicate the kinds of tasks which will be required of this position and shall not be construed as declaring what the specific duties and responsibilities of the position will be. It is not intended to limit or modify the right of the supervisor to assign, direct and control the work of this position, nor to exclude other similar duties not mentioned. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.

Distribution Date: November 16, 2016

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Qualification Sheet

Name: _____

POSITION: **Ecologist**

Please list your specific experience and knowledge in regards to the following qualifications:

Master of Science Degree in Ecology, Botany, or closely related field. **OR** Bachelor's degree in Ecology, Botany, or closely related field **AND** at least 5 years of related work experience.

Work experience with wild rice and other native plant species is preferred.

Experience in working with tribal communities and traditional ecological knowledge is preferred.

Experience with conducting phenology studies is preferred.

Must be capable of plant identification, habitat data collection methods and techniques, data interpretation, and scientific report writing.

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